

ASSIGNMENT PROCEDURES/REQUIREMENTS - ACAT II PROGRAM MANAGERS (PM)

PROCEDURES: CANDIDATES FOR PROGRAM MANAGER POSITIONS WILL BE SCREENED BY A FORMAL PANEL OF FLAG OR GENERAL OFFICERS AND SES MEMBERS. PANEL WILL INCLUDE REPRESENTATIVES FROM THE ACTIVITIES WITH VACANCIES TO BE FILLED. SLATES FROM EACH VACANCY SHOULD INCLUDE IF POSSIBLE, FOUR CANDIDATES, WITH A MIX OF CIVILIAN AND MILITARY CANDIDATES. THE PANEL SHOULD PRODUCE A MATRIX OF THE BEST QUALIFIED CANDIDATES, IN RANK ORDER, WITH A RECOMMENDATION FOR SELECTION AND INFORMATION SHOWING HOW THE REQUIREMENTS SEEN BELOW (EXCLUDING THE TENURE AGREEMENT) HAVE BEEN MET. THIS MATRIX, WITH A BILLET INFORMATION SHEET ON THE POSITION, MUST BE FORWARDED TO THE DACM WHEN THE CALL FOR ACQUISITION WORKFORCE COUNCIL (AWOC) ITEMS IS MADE FOR AN UPCOMING AWOC MEETING.

REQUIREMENTS

6 YEARS OF ACQUISITION EXPERIENCE
(1)

PMT-301; **OR**
APMC, PMT-302(2) ALL NEW
PMs MUST TAKE PMT-303
AFTER AWOC APPROVAL.

ACQUISITION PROFESSIONAL
COMMUNITY MEMBER (3), (4)

MUST SIGN WRITTEN
AGREEMENT (TENURE) TO STAY
IN THE ASSIGNMENT FOR THREE
YEARS

(1) UP TO TWELVE MONTHS OF ACADEMIC TRAINING OR EDUCATION IN ACQUISITION MAY BE SUBSTITUTED FOR ACQUISITION EXPERIENCE
URLs MAY COUNT UP TO 18 MONTHS OF COMMAND TOUR EXPERIENCE TOWARD ACQUISITION EXPERIENCE

(2) PMT-302 MAY BE FULFILLED; PMT-303 MAY NOT.

(3) ACQUISITION PROFESSIONAL COMMUNITY MEMBERS WHO DO NOT MEET THE TRAINING AND EXPERIENCE STANDARDS MAY BE ASSIGNED FOR UP TO 6 MONTHS WITHOUT WAIVER

(4) SEE APC STANDARDS ON CRITICAL ACQUISITION POSITION SHEET (INCLUDED IN PACKAGE)

WAIVERS

WAIVER PROCEDURES: (QUARTERLY, DACM MUST FILE COPIES OF APPROVED WAIVERS WITH THE DIRECTOR, AET&CD,OSD(A&T))

FOR REQUIREMENTS OF PM POSITION: APPOINTING AUTHORITY SHALL SUBMIT A DD FORM 2595 "DEPARTMENT OF DEFENSE PM WAIVER REQUEST (OR EQUIVALENT) TO THE DACM.

FOR RELEASE FROM TENURE OBLIGATION: SEE APPENDIX G, SECNAVINST 5300.36 FOR FORMAT AND GUIDANCE..

AUTHORITY TO GRANT WAIVERS: TENURE OBLIGATION WAIVERS APPROVED BY THE DACM.